

## **Lyman – Dayton Fire Commission (FC)**

### **Minutes of Meeting – June 19, 2014**

**Location:** Goodwin's Mill Fire Station

Called to order 7:00 pm

#### **In Attendance:**

Fire Commissioner – Wendell Smith, Don Hernon, Jim Roberts, Jim Sotir, Ray Demers

Fire Deputy Chief Chad Johnston; Fire Commission Clerk Michelle Ray; Captain Rob Lang

Absent: Fire Commissioner Amos Gay; Fire Chief Roger Hooper (medical problem); Dayton/Fire Department Treasurer Angela Cushman

#### **Handouts:**

Regulation 1106

Regulation 1105 (Draft changes)

Draft Minutes from special Meeting June 11, 2014 (approved)

Rescue – Pumper RFP opening statement from Fire Chief Roger Hooper

GMFR Expense Summary as of 06/19/2014

1. Meeting was recorded and will be placed on Town websites.
2. FC Chairman Wendell Smith – Thanked FC Ray Demers and FC Jim Sotir for their service. New Fire Commissioners are; John Houy – Lyman and Paul Reynolds – Dayton.
3. Meeting Minutes from May 22, 2014 and June 11, 2014 approved.
4. July 1, 2014 Lyman Treasurer will take over as GMFD treasurer.
5. Status of Action Items from previous FC Meetings
  - a. FC Jim Roberts – Discussion of possible legal action regarding expense incurred in the repair of the Fire Station alarm system. Letter sent still no response, recommendation from the lawyers of possible small claims court.
  - b. Deputy Chief Chad Johnston
    - Rescue-Pumper recommendation:  
June 11, 2014 RFP opening (Minutes Approved), seven different proposals received all within the price range. Truck Committee met June 18, 2014 and narrowed the recommendations from seven to four. Committee is meeting again June 24, 2014 to narrow recommendations down to two and rank first and second choice. Spreadsheet was created to compare all options from all seven proposals. Discussion about financing option; warrant

articles were written and approved one year financing. The four proposals that the committee has narrowed it down to may need additional options added. The four vendors that are still in consideration are all long term vendors. FC Jim Roberts suggested to begin looking at what is needed should it go to outside financing rather than vendor financing.

- Radio System Update:  
June 18, 2014 Phase One of the update was completed. A new repeater was installed on Ossipee Mountain. Another in house issue was discovered at the time and was addressed. Plan is to continue replacing Icom radios with Motorola radios. The billing for Phase One was less than the original quote. DC Johnston advised that the department will be out testing the radios and looking for areas that may be dead zones. All seven of the trucks currently have repeaters installed for better transmission. Dispatch is happy with the progress that is being made.
- Student Program update:  
Students were sworn in June 19, 2014 and will be moving in on July 26, 2014. GMFD will have three live in students for 2014/2015 school year.
- Hiring Process:  
Reopened the hiring for call force members, received only one that last round of hiring. Three applications have been received; however one applicant may not meet the distance requirements to the station. All applicants must pass an initial Physical Agility Test, annual testing is done for all members. The annual testing is not the same as the initial PAT, it is more job specific. DC Johnston recommended that the Fire Commission may want to look at changes allow different testing for different jobs, i.e. Fire/Police, Driver, etc. Lyman Selectboard is reviewing the Town of Lyman Personnel Policy: Fire Commission will review any changes and determine if additional changes are needed to the GMFR Personnel Policy.
- Per Diem Program  
24/7 with Per Diem coverage passed in both Lyman and Dayton. Regulation 1106 revised and approved to show the changes in the schedules. 24/7 coverage will begin August 1, 2014. Department meeting will be held July 1, 2014 to cover schedules and put per diem openings out to current members before putting out for outside coverage.
- Regulation 1105 Wage Scale and Incentive Rates - draft changes reviewed (with 2% increase) and approved. Waiting for final version with all changes to be printed and signed by Fire Chief Roger Hooper and Fire Commission Chairman Wendell Smith.
- EMS Billing Matter – Ambulance billing is down over last year. FC Jim Roberts recommended that change be made on how the budget is done based on Ambulance Revenue. This recommendation will be discussed with Selectboards and Budget Committees.
- Status of pending Grants:  
Question on the Tanker Grant, no set date on when these are given out.
- Fire Truck Vendor Proposals:

Tuesday June 24, 2014 Truck Committee will meet to narrow proposals down to two to present to the Fire Commission on a special meeting set for Thursday June 26, 2014 at 7:00pm.

6. Old(Unfinished) Business:

a. Electricity Maine info on commercial electricity coverage:

-Electrician called with rebate information. He will be putting the numbers together for a cost comparison, rebate information and electricity savings.

- FC Jim Roberts- Draft Internet Use Policy has been submitted for review by the lawyers. Copy will be provided to the Fire Commissioners for their review at the next regular scheduled meeting.

- GMFR Personnel Policy, Section 9.2: Paid Time Off – FC Amos Gay was working on possible changes to the policy. FC Amos Gay was absent from June 19, 2014 meeting. Item is still tabled.

Meeting Adjourned at 8:25pm

Minutes recorded on June 19, 2014– by Michelle Ray FC Clerk